

Minutes
School Organizational Team Meeting
Robert L. Taylor Elementary School
144 Westminster Avenue
Henderson, NV 89015
10/26/2020
meet.google.com/sdh-cqmv-khv

School Organizational Team Members:
Estella Trotter, Teacher 20-21 Member
Tanya Cooper, Teacher 20-21 Member
Cheryl Carlson, Support Staff 20-21 Member
Tabitha Hartman, Parent 20-21 Member
Ashley Bommer, Parent 20-21 Member
Angela Marquette, Parent 20-21 Member
Kimberly Basham, Principal

This meeting agenda is posted publicly on the school website at <http://schools.ccsd.net/taylor>

Speakers wishing to speak during the public comment period for this meeting may call or sign up in person immediately prior to the beginning of the meeting. Speakers will be called in the order in which they signed up. No one may sign up for another person or yield their time to another person. Generally, a person wishing to speak during the comment period will be allowed two (2) minutes to address the School Organizational Team. Speakers may also submit additional comments in writing. It is asked that speakers be respectful to each other, Team members, the principal and school district staff. Speakers that are disruptive will be asked to leave the meeting.

1.0 Welcome & Roll Call

1.1 Celebrations: Share school and community celebrations.

Meeting called to order at 2:32pm

[Cooper celebrated students finding success in spite of distance learning hurdles](#)

2.0 New Items

2.1 SOT Introductions.

[All members introduced themselves](#)

2.2 Functions of the School Organizational Team.

[Basham explained the function of our SOT, our roles, our school goals, and budget. She explained about responsibilities such as choosing a new principal, and participating in meetings, including using Robert's Rules of Order for meetings.](#)

2.3 Selection of the Chair. [Cheryl Carlson](#)

2.4 Selection of the Vice Chair. [Angela Marquette](#)

2.5 Selection of the Secretary. [Tanya Cooper](#)

3.0 Team Norms

3.1 Team Norms

Begin and end within an hour
Be present and participate
Be solution oriented
Stay focused on agenda items
Keep a positive open mind
Share ideas and be respectful of others ideas

3.2 Meeting Procedures

3.3 Parliamentary Procedures

Call to Order

Roll Call

Move Through Agenda Items in order

Motions and a Second

Voting

Public Comments at the end of the Agenda

3.4 Public Comment Procedures

Anyone can comment at the end- as a team we do not necessarily need to address what is said, but we may put it on the next agenda

4.0 General Discussion

4.1 Strategic Budget Update

Revised and submitted 3-4 weeks ago. Did not make many adjustments from last year. We were able to keep all teachers and kept 2 teachers in 4th and 5th for class size reduction. We have built class size reduction in the last 4 years. It's a collaborative effort among staff in order of priorities when budgeting. This year 3.7 million. This is one pocket of money that we can carry over money from year to year. When we hit 3 stars we lose class size reduction

4.2 SB 178 Plan

\$174K- This is determined by the number of students in the bottom quartile. We purchased 2 strategists. Each year we have had less and less funds here.

Title 1: \$241K- We paid for Community In Schools Coordinator, she secured headphone donations, she organizes Thanksgiving dinners, Paid for class size reduction in 4 and 5, paid for programs such as Lexia, ST Math, AR, Leader In Me, Extra duty pay for teachers to collaborate and lesson plan. Preparation buyout for instructional rounds to observe peers teaching. This information is part of the Open House event each year.

Both of these must be spent each year.

4.3 School Performance Plan Update

Will be shared in following SOT Meeting- It is pending approval from Region Superintendent

4.4 Comprehensive Support and Improvement Update

Basham meets with the state department monthly to discuss what we are doing to address achievement. We are already doing most of these. Last winter we were a top 10 school in the district in growth in math on the MAP Assessment. This pandemic hurt us, but we are optimistic about student growth on the winter MAP assessment. All of this information can be found on our school website.

4.5 Annual Title I Parent Presentation and Title I Plan

Was presented at Open House

4.6 Parent Involvement Policy Input

How to increase family involvement and participation

We use the District wide survey-this last year around 20 parents completed it. Safety scores increased by 10%, students feeling happy about school increased 10%, Bullying also decreased
Parent communication through Class Dojo, parent link email, and phone calls

We are working on parent Leader In Me trainings

Suggested to email students and families the survey so students and parents do it on the chromebooks together. Maybe one survey per household with all student names included?

4th and 5th graders participate in class with teachers. We want to improve the overall experience for our students and families at school.

4.7 Set Next Meeting Dates

Typically hold meetings on the 4th monday of every month

5.0 Next Meeting

November 30, 2020 @ 2:30pm

Agenda Items: School Performance Plan Update

Cooper will speak to /invite Kelly Schumaker to introduce herself to share CIS information

Share Fall MAP Data

Beginning a PTO

How to get parents engaged with each other

6.0 Public Comment Period (2 minutes maximum time allotted)

3:26 pm. Basham calls the meeting to end